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Office Memorandum • UNITED STATES GOVERNMENT

TO : Acting Chief, PSO

DATE: 5 March 1953

FROM : Chief, Real Estate & Construction Division

SUBJECT: Activity Report from 27 February to date.

25X1A6a

1. [REDACTED] four acres of land for Commo - (a) D. C. Government furnishing power temporarily in accordance with oral agreement.
(b) D. C. Corporation Counsel is preparing formal agreement for power.
(c) Station in operation.
(d) Requirements for security fence and road improvements being prepared, GSA will be requested to accomplish needed work.

25X1A7b

25X1A6a

2. [REDACTED] Microwave Relay Station - Completed with exception of minor roadway improvements.

25X1A7b

25X1C4a

3. Eight additional dependent houses for [REDACTED] - Meetings are presently being held with representative of contractor for final determination of cost and the proportionate sharing thereof with [REDACTED] 25X1C4a
[REDACTED] Message dispatched to field requesting inspection of work by local Engineers. 25X1A6a

4. Extension of [REDACTED] for use as office space by activities of NEA/DD/P - Revision of staff study pending further details from field. 25X1A7b

25X1A6a

5. Lease of 30 houses and Bachelor Officer Quarters for [REDACTED] RE&C representative on [REDACTED] negotiating leases. 25X1A6a

6. Lease of Dependent Quarters for Commo Personnel on [REDACTED] - Results of meeting forwarded to DD/A for information.

25X1A6a

7. Installation of vault in I&S, [REDACTED] - Pending new estimate of cost from GSA.

25X1A6a

8. Supply Division, PSO, [REDACTED] - Alterations in progress.

25X1A6a

9. [REDACTED] - GSA rearranging partitions on plans to provide space for TSS and Commo activities. Supply Division has submitted their requirements for additional equipment and request for erection of additional buildings on site to Chief, General Services. 25X1A6a

Retention of Government owned warehouse at [REDACTED] being determined by Chief, General Services. 25X1A6a

10. Office space for Contact Field Office, [REDACTED] - Reply from GSA indicates that availability of space will be determined shortly.

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11. Space for Contact Resident Agent, [REDACTED] - Request for space forwarded to GSA [REDACTED]

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12. Additional space in [REDACTED] for Contact Field Office - GSA requested to assign additional space adjacent to presently occupied space in the [REDACTED]

25X1A6a

25X1A6a

13. Office space for Personnel Procurement in [REDACTED] Bldg. GSA requested to furnish 271 sq. ft. in [REDACTED]

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14. Office space for Contact Division, [REDACTED] - GSA is being requested to locate approximately 2,000 sq. ft. of new space due to inadequacy of present space, which is in the Government owned [REDACTED]

25X1A7b

15. Renewal of Field Offices through GSA being prepared. Agency components have been requested to notify this Division of their intention to continue occupancy during Fiscal Year 1954.

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16. Government owned property at [REDACTED] - Matter of offsetting value of Government owned property against rent has been reviewed under applicable Comptroller General Decisions and memorandum of results forwarded to ADD/A.

25X1A6a

25X1A6a

17. Removal of Government owned property and restoration at [REDACTED] Warehouse - Listing of improvements to [REDACTED] Warehouse by Agency is being compiled for determination in removal thereof to new [REDACTED] Warehouse and restoration of premises, if so required, in accordance with the terms of the lease.

25X1A6a

25X1A2g

18. 2400 sq. ft. of special storage space for SR Division - Preliminary arrangements have been made to fulfill this requirement at [REDACTED] Final arrangements by RE&C representative will be made next week at the site.

25X1A2g

CONSTRUCTION:

1. Project [REDACTED] - Construction phases continuing at both sites. Acquisition of right-of-way for power lines from adjacent property owners is to be discussed forthwith.

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2. Project [REDACTED] - No progress reports received on current construction.

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3. [REDACTED] - Completion of plans and specifications scheduled for 15 March. Final arrangements for advertising and opening of bids in GSA Regional Office, [REDACTED] are to be made.

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25X1C4a

25X1A2g

5. Project [REDACTED] - Surplus construction material pending disposal through three possible sources: (a) availability for Training's maintenance and operational use; (b) declaration as surplus to [REDACTED] and (c) return for headquarters use. One sub-contractor's claim for extras is being negotiated. Work items uncompleted to date are to be finished under 3 direct contracts with local activity, draft of one forwarded and drafts of remaining two are in preparation.

25X1A

25X1A2g

6. Project [REDACTED] - RE&C representative departed on 4 March 1953 to visit site for discussions pertaining to site use and estimate of construction and utilities requirements.

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7. Air Conditioning for [REDACTED] Office - Matter has been reviewed with ultimate result that RE&C representative will have to discuss locally with GSA and Lessor.

25X1A2g

25X1A6a

8. Project [REDACTED] - Plans and specifications forwarded to [REDACTED] with a request that estimates be obtained from local contractors.

25X1A6a

9. Construction at [REDACTED] - Matter discussed with Administrative Officer, FE, with the result that no further action will be taken until the return of Chief, PSO.

PERSONNEL:

25X1A2g
25X1A7b

On Duty - 14 which includes 1 Realty Officer on TDY, [REDACTED]
2 Project Managers on TDY, Project [REDACTED] 1 Architect
on TDY in the FE and Division Chief on TDY in [REDACTED]

25X1A6a

Actions in Process - 3 Engineers; 2 Clerk-Stenographers; 1 Civil Engineer (AF); and processing will be initiated upon receipt of PHSs from 2 Engineers and 1 Architect (AF).

Detailed from PBS - 2 Architects.

REVISION OF REGULATIONS:

Table of contents furnished to Administrative Staff, PSO. Initial draft of each regulation will be available on or about 1 April for review. The accountability part of the Regulations has been presented to the Agency Regulation Staff, prior to submission to DD/A. (Revision will have to be made in accordance with provisions of quarters regulations.) Overall completion of regulations is estimated at 254

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